Teacher Performance Assessment
Users Advisory Committee
Meeting Notes
January 11, 2011

Members Present: Nancy Farnan, Barbara Goldman, Caryl Hodges, Susan Macy, Nicole Merino, Steve Turley, Mick Verdi, Andrea Whittaker, and Catherine McClellan (by phone)

Staff Present: Wayne Bacer, Teri Clark, Terry Janicki, Phi Phi Lau, Michael Taylor

Welcome, Introductions, and Agenda Review
The group welcomed new member, Mick Verdi, and guest attendee, Andrea Whittaker.

Review of Meeting Minutes
TPA UAC minutes will be replaced by meeting notes, which will be posted on the CTC website. Caryl approved the November 2, 2010 meeting minutes. Steve seconded.

Review and Clarification of Charge to TPA UAC (Handout sent)
Charge
  ➢ Reports to the Commission, composition of the committee, induction, and collaborative communication issues were discussed.

      o **ACTION ITEM:** Update the charge for the next meeting. The composition of the committee is to be included in the charge.

Chair vs. Facilitator Issue
  ➢ Future committee meetings will be facilitated by a Commission staff (Terry Janicki).
Term Limits
  ➢ Committee members will serve 3 year, overlapping terms with optional reappointment. The goal is to have continuity in the committee's membership and to avoid all members rotating off the committee at the same time. Term limits will only affect the users, not the model representatives or psychometricians.

      o **ACTION ITEM:** A membership term chart with three optional term dates for members to select will be created and circulated by CTC staff.

Membership
  ➢ The committee is composed of representatives from CCSESA, AICCU, CSU, and UC. Additionally, there are two representatives from the TPA models: CalTPA, FAST and PACT.

Committee Member Updates
Model representatives:
  ➢ PACT: Training benchmarks are being redone and are almost complete. In the next couple of months, all train the trainers sessions will be online. MOUs were discussed.
  ➢ FAST: Program Assessment document has been completed, including Assessment Standards 17-19. That necessitated a review of the Implementation Plan which provided us with the opportunity to determine needs for modifications. Preparation for the 2009-10 data collection is underway. Candidates 'use of Task Stream beyond its use in TPA matters was encouraged.

➢ CalTPA: Wayne is working in conjunction with ETS to redo the SSP and CTE benchmark cases. DI and AL benchmark cases have been selected. CalTPA Coordinators' Meeting is scheduled for April.

There were no member or staff updates.

Discuss TPA Data Reporting Agenda Item/TPA Data Report (Handout sent)

The agenda item to be presented at the Commission Meeting on January 27-28, 2011 was being reviewed for final edits by CTC staff.

- o **ACTION ITEM:** It was recommended that data collection discussion be prioritized on the agenda for future meetings.

"TPA Data collection options for the future" handout was discussed. No final agreement was reached regarding the process of future collection of data.

Discuss TPA Design Standards Continued Use (Handout sent)

- o **ACTION ITEM:** Terry will send a highlighted version of the design standards that signifies continuing work to be done to members prior to the next meeting.

Letter to Superintendents and Deans

- o **ACTION ITEM:** CTC staff will draft a letter. The draft can be completed by the next meeting.

Next Meeting Dates

- o **ACTION ITEM:** A doodle schedule for March and May will be emailed to members to determine the next two meeting dates.